

# Sample

## 12-Month Activity Calendar

### SEPTEMBER

Volunteer Recruitment  
Lobby Display/Brochures  
Volunteer Orientations  
Student Orientations/Recruitment

### OCTOBER

Volunteer Orientations  
Volunteer Applications  
Volunteer Selection  
Student Training  
Mentor/Student Match  
Guest Speakers  
Mentor Support Meeting  
Principal for a Day  
Mentor Training  
Student Support Meeting

### NOVEMBER

Mentor Training  
Guest Speakers  
Job/School Shadow  
Student Evaluations  
Student Support Meeting  
Mentor Support Meeting

### DECEMBER

Teachers sign up for Training  
Mentor/Student Holiday Activity  
Mentor Support Meeting  
Student Support Meeting

### JANUARY

Volunteer Recruitment  
Volunteer Orientations  
Volunteer Applications  
Volunteer Selection  
Student Orientations  
Report to School Faculty  
Mentor Evaluations  
Student Graduations  
10<sup>th</sup> grade Career Preparation  
2<sup>nd</sup> Mentor/Student Match  
Guest Speakers  
Student Evaluations  
Mentor Support Meeting  
Student Support Meeting

### FEBRUARY

2<sup>nd</sup> Mentor Training  
Student Training  
Report to School Superintendent  
Student Job Shadow Event  
Student Support Meeting  
Mentor Support Meeting

### MARCH

Job/School Shadow  
Student Evaluations  
Mentor Support Meeting

### APRIL

Mentor Support Meeting  
Student Support Meeting  
Spring Break Activity

### MAY

Mentor/Student Surveys  
Teach for A Day  
Employee for A Day  
Mentor Support Meeting  
Student Support Meeting  
10<sup>th</sup> Grade Career Preparation  
Guest Speakers

### JUNE / JULY

Awards Ceremony  
Student Evaluations  
Student Graduations

### AUGUST

Mentor Support Meeting  
Special Projects  
Mentor Recruitment